

Mississippi Valley State University  
Notice of Proposed Sole Source Purchase

Mississippi Valley State University anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

**1. Commodity or commodities to be purchased (make, model, description):**

Student Success Management System (SSMS), Navigate

**2. Explanation of the need to be fulfilled by this item(s) and why it is the only one that can meet the specific needs of the department:**

Navigate is a comprehensive Student Success Management System used to increase student retention, engagement, and success. Examples of this include providing a complete set of capabilities for monitoring student performance, coordinating intervention and outreach, and automating common tasks and analytics and reporting capabilities to help with data-driven decisions. We currently partner with EAB through the GradesFirst advisor platform. Staff will already be familiar with the platform and functionality. Overall, this comprehensive solution will allow us to better engage our student population and monitor institutional progress.

Based on our needs, we believe that EAB's SSMS, Navigate, is the only tool that can meet the functional and operational requirements established by Mississippi Valley State University to assist with student success.

**3. Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s):**

## EAB

Navigate includes ongoing consulting and support. EAB's partnership encompasses a set of services and capabilities that are unavailable anywhere else, justifying a sole source procurement.

Navigate is a comprehensive, fully integrated single platform, with ongoing consulting and support with proprietary best practices. Its unique customization will provide seamless, campus-wide interconnectivity while providing unique functionality such as financial literacy support and a mobile-native, student-centered application. Navigate will have the ability to share critical data to assist with student success. We currently utilized EAB technology, extending the existing partnership.

Navigate will place us at the forefront of student engagement and success strategies and allow for early intervention.

**4. Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable:**

	Year 1	Year 2	Year 3
Implementation (one-time)		n/a	n/a
Annual Fee			

The total cost of this partnership equals  over a period of three years, and will cover our 1,694 undergraduate students.

**5. Explanation of the efforts taken by the department to determine this is the only source and the efforts used to obtain the best possible price:**

Mississippi Valley State University has evaluated other sources in the market and concluded that none offers the complete set of functionality and services provided by EAB and Navigate. Through numerous discussions with the vendor about the technological capabilities of Navigate, we have specifically found that the mobile application is more customized, proactive and advanced, comprehensive and seamless as a single platform, capable of producing superior analytics, and finally, Navigate offers the best overall and ongoing support for our users.

As this document demonstrates, EAB's partnership encompasses a set of vital services and capabilities that are unavailable anywhere else. It is due to the uniqueness of the proposed offering that we believe a sole source procurement is justified.

Any person or entity that objects and proposes that the commodity listed is not sole source and can be provided by another person or entity shall submit a written notice to:

Mrs. Carla Williams  
Director of Purchasing  
ctwilliams@mvsu.edu

**Subject Line must read "Sole Source Objection"**

The notice shall contain a detailed explanation of why the commodity is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.

If after a review of the submitted notice and documents, Mississippi Valley State University determines that the commodity in the proposed sole source request can be provided by another person or entity, then Mississippi Valley State University will withdraw the sole source request publication from the procurement portal website and submit the

procurement of the commodity to an advertised competitive bid or selection process.

If Mississippi Valley State University determines after review that there is only one (1) source for the required commodity, then MSU will appeal to the Public Procurement Review Board. Mississippi Valley State University will have the burden of proving that the commodity is only provided by one (1) source.